



85 N. Main St. Ivins, UT 84738
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Rec'd By:	_____
Filing Fee:	<u>\$500.00</u> _____
Receipt #:	_____
Date:	_____
Code: 402	

PETITION TO VACATE A PUBLIC STREET OR RIGHT OF WAY

Applicant

Address

City, State, Zip

Phone - Fax

Surveyor

Address

City, State, Zip

Phone – Fax

Proposed Grantees

<u>Name</u>

<u>Tax ID#</u>

Petitions to vacate a public street or right of way shall provide the following information and materials.

1. A complete Petition.
2. One (1) 24" x 36" copy of an Exhibit Map with adjoining property owners and legal description prepared and stamped by a Utah licensed land surveyor.
3. Twenty (20) 8 ½" x 11" or 11" x 17" reduced copies of exhibit map and legal description.
4. A written explanation justifying petition.

Signature of applicant

Date

Signature of Building and Zoning Administrator

Date

City Council Public Hearing
Date _____ Final Decision _____

Note: Please submit bond paper copy for engineer's review prior to submittal of mylar.

Petition Process

1. Submit complete petition with required fee.
2. Zoning Administrator review application for completeness.
3. Zoning Administrator forwards petition to TRC.
4. TRC reviews application and makes recommendation.
5. City Council holds public hearing and makes final decision.
6. Applicant prepares and submits final vacating plat mylar.
7. City executes plat and records with county.

Vacating Plat Mylar Requirements:

- (1) Title of vacating plat prominently printed.
- (2) Names, addresses and phone numbers of the applicant and surveyor.
- (3) Date, scale and north arrow.
- (4) Accurately drawn map showing boundaries of road right-of-way to be vacated with proper bearings and dimensions properly tied to public survey monuments. Bearings and distances must be based on an actual survey or a referenced subdivision plat.
- (5) References of all plats used in determining existing road right-of-way widths.
- (6) Date of Land Survey (if applicable).
- (7) All parcels of road per grantee petitioned for vacating with dimensions, boundaries and courses clearly shown and defined in every case.
- (8) Easement boundaries shown with dashed lines to defines areas where City is to retain drainage, utility or other rights.
- (9) A legal description with correct metes and bounds of each parcel of road to be vacated per grantee. Include size of each parcel in square feet and acres.
- (10) The locations of all adjacent properties, easements and streets. Identify each grantee property by ownership name and Washington County tax-ID number.
- (11) A legal description with correct metes and bounds of each easement (if applicable) to be retained by City within vacated road as directed by City staff, City Engineer, or City Attorney.
- (12) A description of City rights and other public use rights to be retained on a given easement (if applicable) as directed by City staff, City Engineer, or City Attorney.
- (13) Registered land surveyor's Certificate in a form acceptable to the City;
- (14) Plats shall contain blocks for signature of the City Engineer, City Attorney, Planning Commission, and City Council. (A signature line for the Mayor and an attestation by the City Recorder). A block for the Washington County Recorder shall be provided in the lower right corner of the Final Plat.
- (15) Such other affidavits, certificates, acknowledgments, endorsements and notarial seals as are required by law, by this Title, City staff, City Engineer or City Attorney.
- (16) Comply with Utah State Code Section 10-9a-609.5 Petition shall include: Mailing labels with the name and address of each owner of record of land that is adjacent to the public street or municipal utility easement between the two nearest public street intersections; or accessed exclusively by or within 300 feet of the public street or municipal utility easement.